



"Astana Medical University" NCJSC

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*The Code of Ethics for students  
"Astana Medical University" NCJSC*

APPROVED by the  
Decision of the Board of the  
"Astana Medical University" NCJSC  
Minute No. 14 dated "08" 07 2024



## THE CODE OF ETHICS

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QUALITY MANAGEMENT SYSTEM

STUDENTS OF THE  
NAO "ASTANA MEDICAL UNIVERSITY"

K – MYA-02-24



*The Ethical Code of students of the  
NAO "Astana Medical University"*

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## 1. General provisions

1. This Code of Ethics for Students (hereinafter referred to as the Code) has been developed in accordance with the Constitution of the Republic of Kazakhstan, the Code "On the Health of the People and the Healthcare System", the laws of the Republic of Kazakhstan "On Education", "On Combating Corruption", the Policy on Protection from Harassment, the Code of Academic Integrity, the Regulations on Student dormitories, generally accepted moral and ethical standards and defines moral guidelines and moral and ethical norms and rules of conduct for students of the NAO "Astana Medical University" (hereinafter the University), based on morality, respect for the person, the state and society as a whole.

2. The Code is a set of rules and regulations governing the relationship between students (students should be understood as students, interns, residents, undergraduates and doctoral students of all forms of education), the administration, employees and teaching staff of the University throughout the entire period of study.

3. The Code is aimed at strengthening the University's trust in students, creating the most comfortable conditions for the development of highly motivated educational activities, and a favorable psychological climate in the educational environment of the University.

4. Compliance with all the norms of this Code during your stay at departments, clinical bases, dormitories, University grounds and beyond will achieve the main goal of strengthening the moral culture of students, the image and business reputation of the University.

5. The main principles on which this Code is based are:

- 1) honesty;
- 2) integrity;
- 3) respect for the rights, honor and dignity of the individual;
- 4) mercy;
- 5) Humanity;
- 6) good faith;
- 7) openness;
- 8) responsibility for the performance of assigned duties.

## 2. The rights and obligations of participants in the educational process of the University

6. Students have the right to:

- 1) to receive complete and reliable information about academic performance, internal regulatory legal acts of the University regulating educational activities;
- 2) to contact the University staff on issues related to the educational process;
- 3) to take part in socio-cultural and recreational activities organized by the University;
- 4) to participate in the discussion and resolution of the most important issues of the University's activities, including through public organizations and University management bodies;
- 5) to create student representative bodies, student public organizations and other associations in accordance with the procedure established by the current legislation of the Republic of Kazakhstan and internal regulatory legal acts of the University;
- 6) to elect and be elected to the student representation bodies of the University;
- 7) take part in educational and research work, use all opportunities to replenish knowledge and acquire practical skills in your chosen specialty;
- 8) take part in all types of scientific research, conferences, symposiums, submit their works for publication, including in University publications;
- 9) to use the information resources of the University library, the services of educational, scientific and other departments in accordance with their provisions;
- 10) to protect the interests of students, in case of violation by the student representative office and the University.



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7. Teaching staff are required to:

- 1) read the text of this Code. Ignorance or disagreement with the moral and ethical norms of this Code is not an excuse for unethical behavior;
- 2) to promote the strengthening of the unity of the peoples of Kazakhstan and interethnic harmony in the country, respect the state and other languages, culture of the peoples of Kazakhstan;
- 3) be honest, fair, know and comply with this Code not only during your stay at departments, clinical bases, dormitories, University grounds, but also outside them;
- 4) to study in good faith, not to miss classes without a good reason;
- 5) observe the principles of academic integrity;
- 6) comply with the requirements of anti-corruption legislation;
- 7) comply with the requirements of regulatory acts in the field of education regulating educational, scientific processes, their organization and conduct;
- 8) conscientiously and deeply master theoretical knowledge and practical skills in your chosen specialty;
- 9) attend training sessions and complete all types of tasks provided for in the curriculum and programs on time;
- 10) create and maintain an environment of intolerance towards harassment and promote compliance with the adopted Policy;
- 11) respect other people's intellectual property;
- 12) to promote the establishment and strengthening of business and friendly relationships and constructive cooperation at the University;
- 13) to respect honor and dignity, as well as to treat teachers, employees and students of the University with respect, regardless of their origin, nationality, social status and religious beliefs;
- 14) to keep medical secrets, to respect the honor and dignity of the patient, his right to personal privacy, to treat his family and friends with respect;
- 15) observe the norms of behavior in public places, observe the Rules of residence in student dormitories, follow generally accepted moral and ethical standards, prevent illegal acts incompatible with the moral image of a future doctor or specialist, maintain the business reputation, honor and prestige of the University;
- 16) to prevent or take other measures to prevent violations of the norms of this Code by other students;
- 17) to give up smoking and drinking alcoholic beverages, narcotic drugs, psychotropic or other intoxicating substances on the territory of the University and dormitories, medical institutions where classes are held at clinical and practical bases, it is reasonable to organize study time and maintain the image of the University at a high level;
- 18) constantly strive to improve general culture, moral and physical improvement, observe academic discipline, timely and accurately comply with the orders of the University administration;
- 19) strive to create a healthy microclimate in the team, maintain an atmosphere of friendship and mutual assistance, help junior students adapt to the university environment, preserve and multiply the traditions of the University, passing them on to new generations of students;
- 20) take care of the University's property, use it rationally, take measures to prevent damage, and in case of damage, compensate for the damage caused;
- 21) actively participate in socially useful work and social life of the University;
- 22) to conduct discussions in a correct manner, without undermining the authority of the University;
- 23) to undergo timely and regular routine medical examination (fluoroscopy, hepatitis B and C, HIV infections, Wasserman's reaction, bakposev for staphylococcus aureus, etc.) for admission to medical institutions;
- 24) have an identity card, a student ID card or a pass for the right to enter (exit) and stay in the academic buildings of the University, dormitories and clinical bases, present them at the entrance and exit;
- 25) take care of personal student documents, in case of their loss, immediately notify the relevant



departments of the University:

26) to keep in order their educational place, educational equipment, to keep clean classrooms, premises, clinical departments, and other structural units, to maintain public order on the territory of the University;

27) to prevent any possibility of violating the norms of the Code of Academic Integrity and ensure their strict observance;

28) use reliable and reliable sources of information, correctly use citations in academic and scientific papers and refer to the original source;

29) independently perform all types of evaluated work, unless otherwise provided by the evaluation criteria;

30) follow the Rules for using the library. A student who has lost educational, methodological, scientific and artistic literature is obliged to replace them with similar or equivalent publications;

31) observe the principles of biomedical ethics in the handling of cadaveric and anatomical preparations, the norms of humane treatment of laboratory animals;

32) observe the Rules of safety, fire safety, industrial sanitation, occupational hygiene and fire protection provided for by special rules and instructions;

33) comply with the provisions of this Code, the requirements of the University Charter, decisions of the Disciplinary Council, orders and orders of the Chairman – Board – Rector, Vice-rectors, deans, as well as the provisions of other internal documents of the University.

8. Students are responsible for:

1) harming the image (business reputation and prestige) of the University;

2) violation of generally accepted ethical standards of behavior;

3) the commission of acts related to administrative and criminal offenses and crimes under the law in academic buildings, dormitories and clinical bases of the University, as well as on their adjacent territory;

4) violation of the provisions of the internal regulatory documents of the University;

5) insulting (threats, obscene language), and committing acts not related to physical violence against students and employees of the University;

6) committing acts related to the theft of personal property of students and University employees;

7) disrespectful attitude towards employees and students, manifestation of any form of humiliation of the honor and dignity of another person, with the use of physical and mental violence against a person;

8) discrimination based on gender, social, national, religious and other grounds;

9) posting and dissemination of information that is prosecuted by law;

10) publication, distribution on social networks and other open sources of photographs, videos, obscene statements, text and graphic information discrediting the high status of the medical university, reputation, honor and dignity of teachers, employees, students and other categories of students;

11) to initiate and participate in any riots in academic buildings, dormitories and clinical bases of the University, as well as in their adjacent territory, to post ads and visual agitation without appropriate coordination with the University administration;

12) violation of silence and order in classrooms and lecture halls, laboratories, dormitories, library and clinical bases of the University;

13) the use of alcoholic beverages, narcotic drugs, psychotropic or other intoxicating substances at the University, dormitories, library and clinical bases of the University, including the appearance in these places in a state of alcoholic or narcotic intoxication;

14) organization and conduct of gambling, participation in them in educational and lecture halls, laboratories, dormitories, library and clinical bases of the University;

15) smoking in academic buildings, dormitories and clinical bases of the University, as well as on their adjacent territory;

16) defamation, that is, the dissemination of deliberately false information discrediting the honor and dignity of students and University staff or undermining their reputation;

17) being in the premises (in classrooms, lecture halls, assembly hall, library, dining room and in



places where classes are held) in a headdress and outerwear;

18) unauthorized acquisition, use, transfer, sale, damage or destruction of University property or property of other persons;

19) offering paid services or goods in academic buildings without the right granted by the University to carry out this activity at the University, dormitories and clinical bases of the University;

20) commission of corruption offenses and crimes, including those related to giving or receiving a bribe (giving gifts, remuneration in any form, as well as intermediary services for giving a bribe);

21) forgery or falsification of any official documents (examination sheets, certificates, including medical health certificates, portfolios, certificates, records, keys, electronic devices, passwords, etc.) or the use of related official and other connections to obtain a higher grade;

22) providing fake falsified documents (personal documents, certificates, certificates, etc.) for admission to the University. The University has the right to expel a student in case of detection of forged documents at any period of the student's studies;

23) giving deliberately false information and reports on duty, patient supervision, etc.;

24) the use of mobile communication devices, cribs, micro-headphones or other means of communication during the current, intermediate and final control, violation of the rules of control;

25) replacing oneself with another person for passing the current, intermediate, final control, attendance at classes, lectures and passing the current, intermediate and final control, attendance at classes, lectures instead of another student, including remotely, as well as for involvement and assistance in this substitution;

26) being late for classes without a valid reason, documented, for violating discipline during the educational process, for distracting other students from the perception of the material;

27) self-promotion, advertising of other doctors, medicines and medical devices when communicating with a patient, as well as for public actions that call into question the reputation of a medical professional or discredit him in any other way;

28) photo and video shooting with patients or against their background without the patient's permission, and in medical and preventive institutions only with the permission of the administration of the health institution;

29) publication and discussion on social networks and other open sources of personal data of patients, photographs of clinical cases, medical histories and situations that became available during the training process without the consent of the patient;

30) for spreading information aimed at destabilizing order in the University, the country, as well as participating in unauthorized meetings, demonstrations, rallies, etc.;

31) involvement or assistance to other persons in involving students and University employees in committing administrative, criminal offenses or other anti-social actions.

#### 9. Student's appearance:

1) the appearance of the student should contribute to strengthening the authority of the University, correspond to the status of a medical educational institution and be neat and tidy;

2) during his stay in classes in basic and specialized disciplines, clinical bases of the University, the student must comply with the rules regarding the wearing of a medical uniform, which symbolizes the purity of the doctor's thoughts, rigor in the performance of his professional duties;

3) the medical form implies:

bathrobe and medical cap (medical cap), clean, ironed;

removable washable shoes with stable soles;

wearing other hats in the premises of clinics is not allowed;

A surgical suit is allowed instead of a bathrobe, provided that both items of the kit are not used;

badge with the name, surname of the student and the name of the University;

4) in addition to the medical form, the following requirements are imposed on the appearance:

when staying at the clinical bases of the University, the student must comply with the rules for



appearance established in the clinical bases;  
the nails are clean, neatly trimmed;  
at the entrance to the university buildings and clinical bases, the student takes off his headdress, puts his outerwear in the wardrobe and puts himself in proper shape;  
do not use perfumes with a strong pungent odor;  
5) the absence of an established medical form (or partial absence) is considered a violation of discipline.

**10. Responsibility of the student**

For non-fulfillment and improper fulfillment of curricula, student's duties provided for by the University Charter, for violation of this Code, the Code of Academic Integrity, contractual obligations, Rules of residence in a dormitory, as well as the commission of offenses, disciplinary penalties may be applied to students, in accordance with the Regulations on the Disciplinary council for the Consideration of Student Responsibility.

**3. Revision, modification, storage and distribution**

11. Revision, modification, storage and distribution of this University Code are carried out on the basis of a memo addressed to the Chairman of the Board – Rector in accordance with the requirements of the University Standard "Documentation Management" (SU-MUA-02).

12. The original document is registered in the department responsible for the registration of internal regulatory documents of the University.

13. The scanned version of the instruction is posted on the University's website in the section "Employees" and "Student".



Approval sheet

No.	Position	Full-name	Date	Signature
1	Vice-Rector, Member of the Board	D.D. Saydangazin		
2	Vice-Rector, Member of the Board	V.V. Koikov		
3	Vice-Rector, Member of the Board	Gazalieva M.A.		
4	Vice-Rector, Member of the Board	A.B. Zhunussova		
5	Executive Director, Member of the Board	N.N. Makhanbayeva		
6	Head of the Legal Support Department	A.K. Mukhambetova		
7	Head of the Quality Assurance Center	K.K. Assylayeva		
8	Head of the Center for Social and Educational Work	Z.N. Shaimerdenova	3/11/24	
9	Student Rector	A. Burkutov		

D. Sharapi



